

# Attachment 15 – Rights-of-Way Checklist

## BIA RIGHT-OF-WAY INTERNAL CHECKLIST

Applicant: \_\_\_\_\_ Purpose: \_\_\_\_\_

Land Status: Tribal Allotment Location: \_\_\_\_\_

New Renewal Amendment Assignment Mortgage

**DATE:**                      **DOCUMENTATION:**    **Yes**    **No**    **N/A**

### Preliminary Documents

\_\_\_\_\_ Applicant's Letter of Intent to Obtain ROW  
\_\_\_\_\_ Title Status Report, Landowner Name and Address  
\_\_\_\_\_ Permission to Access Indian land  
\_\_\_\_\_ from Landowner(s)  
\_\_\_\_\_ Field Inspection (Photos, Maps, etc.)

### Right-of-Way Application Package

\_\_\_\_\_ Acknowledgement Letter  
\_\_\_\_\_ Incomplete/Complete Letter

#### Consent(s):

\_\_\_\_\_ Tribal Resolution  
\_\_\_\_\_ Landowner(s) Consent to Grant ROW  
\_\_\_\_\_ Spreadsheet – consent percentage calculation  
\_\_\_\_\_ Superintendent/Regional Director per 25 CFR 169.108

#### Map(s):

\_\_\_\_\_ Survey Plat/Legal Description/Map of Definite Location  
\_\_\_\_\_ BILS LDR

#### Environmental Compliance:

\_\_\_\_\_ Categorical Exclusion (CatEX)  
\_\_\_\_\_ Environmental Assessment (EA)  
\_\_\_\_\_ Finding of No Significant Impact (FONSI)  
\_\_\_\_\_ Environmental Impact Statement (EIS)  
\_\_\_\_\_ Record of Decision (ROD)  
\_\_\_\_\_ NHPA Section 106

#### Valuation:

\_\_\_\_\_ Valuation Report Received  
\_\_\_\_\_ Valuation Review requested (AVIS)  
\_\_\_\_\_ Certification of Valuation Review by (AVSO)  
\_\_\_\_\_ Fair Market Value  
\_\_\_\_\_ Applicant's Offer  
\_\_\_\_\_ Letter(s) – Landowner Notification of FMV

#### Corporate Documents:

\_\_\_\_\_ Authority of Officers to Execute Documents  
\_\_\_\_\_ Articles of Partnership or Association  
\_\_\_\_\_ State Certified Corporate Charter  
\_\_\_\_\_ License to do Business (Tribe and/or State)

#### Waivers:

\_\_\_\_\_ Valuation (Appraisal, market analysis, etc.)  
\_\_\_\_\_ Bond(s), insurance, and/or alternative form of security  
\_\_\_\_\_ Compensation

**Decision**

- \_\_\_\_\_ Findings and Recommendation Report for Decision
- \_\_\_\_\_ Letter - Notice of Intent to Grant b/c Landowners So Numerous (if applicable)
- \_\_\_\_\_ Letter - Approval or Denial with Appeal
- \_\_\_\_\_ Rights to Parties
- \_\_\_\_\_ Payment - Lockbox or Proof of Payment for Direct Payment
- \_\_\_\_\_ Grant of Easement for ROW
- \_\_\_\_\_ Approval Date:

Distribution:

- \_\_\_\_\_ Applicant
- \_\_\_\_\_ Tribe
- \_\_\_\_\_ Landowner(s), if requested

**Post Decision**

- \_\_\_\_\_ Encode into TAAMS
- \_\_\_\_\_ LAC: \_\_\_\_\_
- \_\_\_\_\_ TAAMS ID No. \_\_\_\_\_
- \_\_\_\_\_ Contractor ID No. \_\_\_\_\_
- \_\_\_\_\_ Scan/Image
- \_\_\_\_\_ Date Notified LTRO
- \_\_\_\_\_ Recording No. \_\_\_\_\_
- \_\_\_\_\_ Construction Completion (Due Diligence)
- \_\_\_\_\_ Final Field Inspection Report

Prepared by: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_